

# Registration for Virtual Appeal Only Events

Our best practice for virtual appeal only (also known as Fund-a-Need only) events using Online Bidding is to use only the Online Bidding page to register donors for the event. Both options described below allow you to register donors prior to the opening of the Fund-a-Need, to run reports on and send emails to registered donors, and to accept donations ahead of time.

## Online Bidding

Link format: [virtualevent.ggo.bid](http://virtualevent.ggo.bid)

Sample Project

Fund-a-Need Donations

GOAL  
\$150,000

FUNDS RAISED  
\$13,400

THANK YOU TO ALL OUR DONORS

\$7,800 Ms. Frizzle  
\$500 Jack & Sally Cook  
\$5,000 Awesome Company LLC  
\$100 Rachelle Agosti

DESCRIPTION

\$30,000 - Be a producer of high quality digital content rolled out to volunteers all over the country  
\$10,000 - Sponsor training of the next generation of leaders, their teachings and future impact  
\$5,000 - Sponsor direct recruitment of new volunteers, each year the organization helps train over 1k team members to support this great organization  
\$1,000 - Support the organizations "Future Leaders" program helping fund one leader for a full 6 months of classes  
\$500 - Support virtual programs at over 20 area high schools  
\$250 - Fun at home engagement for children all over the state

Gifts in Bloom  
CHARITABLE FUND

GET STARTED



Thank you to all our sponsors

Part at Peace  
Nursing Care Alliance

PowerHouse  
Technology Solutions

SIMON & SISK  
ARCHITECTS

TORCHLIGHT  
ESTATE PLANNING

Hea  
Pitt

greatergiving  
A Global Payments Company

## Process

1. Staff sets up Online Bidding URL.
2. Staff sets up Appeal Only Event in Online Bidding.
3. Donor registers through Online Bidding page.
4. Staff sends message via Online Bidding Dashboard to registered donors with personal link to the donation page using the [u] right before event starts.

## Pros

- Donors only have to register once.
- Only one website to manage.
- Easy tools to text and email registered donors.
- Guarantees that donors have a credit card on file from the beginning.

## Cons

- Cannot customize registration questions or requirements.

## Project Website

Link format: [orgname.ejoinme.org/register](http://orgname.ejoinme.org/register)

### Virtual Event Demo Saturday, June 19th, 2021

Join us for a virtual Fund-a-Need and live streamed event. Register for your free admissions below. Be sure to enter a quantity for the number of people who are registering to participate in our virtual event. Select the option at the bottom to pre-register your credit card for quicker, easier access to the virtual event. If you do not choose to pre-register a credit card you will receive a link to create an account and provide your credit card later.

Package Name	Amount	Quantity	Subtotal
Virtual Event Registration	\$0.00	0	\$0.00

Total: \$0.00

As a convenience, you may pre-register a credit card on the submission page to charge your purchases at event Virtual Event Demo.

I authorize Test Portal to use the credit card entered on the submission page at event Virtual Event Demo.

Next

Reset

## Process

1. Staff builds Project Website Registration Page.
2. Staff sets up Online Bidding URL.
3. Staff sets up Appeal Only Event in Online Bidding.
4. Donor registers for admission.
5. Staff imports registration through Import Online Purchases & Registrations.
6. Staff mass enables all "Bidders w/cards on file" as online bidders (this won't send any messages).
7. Staff sends Online Bidding URL to all "Bidders w/o CC on file" and instructions to create an account.
8. Donors w/o cards on file register through Online Bidding page.
9. Staff sends message via Online Bidding Dashboard to registered donors with personal link to the donation page using the [u] right before event starts.

## Pros

- Can add custom questions.

## Cons

- Donors have to register twice – once to purchase an admission and once to register as an online donor through the Online Bidding page.
- Requires more staff time to set up and manage.
- More likely to result in duplicate supporter records.
- Guests may not choose to save credit card initially.